



## **ADDENDUM #4**

### **RFP # 2016-024 DHHS-UHFDDS**

On September 23, 2015 the New Hampshire Department of Health and Human Services published a request for proposals, soliciting proposal to provide services as an agent of the Department for collection, processing, quality assurance, consolidation, secure storage, and access to Hospital Discharge Data by providing a Uniform Health Facilities Discharge Data System (UHFDDS).

The Department is publishing this addendum to:

1. Delete Section 5.4 Scoring Detail and replace with the following:

#### **5.4 Scoring Detail**

The State will select a Vendor based upon the criteria and standards contained in this RFP.

##### **5.4.1 Scoring of the Solution and Services**

The Vendor's Proposed Solution will be allocated a maximum score of **300** points. The main purpose of this section is to measure how well the Solution meets the business needs of the Agency. The contribution of scoring team members representing all stakeholders will be critical in this section.

**Table 5.4.1 Solution and Services Scoring Criteria**

<b>Scoring Criteria</b>	<b>Max Points</b>
<b>Proposed Service Solution</b>	<b>300</b>
Solution and Services Offered	40
Roles and Responsibilities	30
Data Submission and Error Checking Methodologies	35
Claims Data Processing	35
User Interface & Ease of Use	35



Documentation	30
Risk and Issue Management	30
System Platform	10
Data and Process Quality Audits	35
Standards	20

Information for these scores will be found in but are not limited to:

- **Proposal Section III: Responses to Requirements and Deliverables Attachment C-2:** Requirements, particularly business requirements
- **Proposal Section IV: Narrative Responses**
- **Vendor Presentation and Demonstration**

#### 5.4.2 Scoring of Vendor Technical, Service, and Project Management Proposal

The Vendor's Proposed Technical, Service, and Project Management will be allocated a maximum score of **150** points. The main purpose of this section is to measure how qualified the Vendor is to Implement the Solution.

**Table 5.4.2 Vendor Technical, Service, and Project Management Proposal Scoring Criteria**

Scoring Criteria	Max Points
<b>Technical, Services and Project Management Experience</b>	<b>150</b>
<b>Security and Protection of Data</b>	
System Security & Hosted Environment	15
Backup and Recovery	10
Assurance of Business Continuity	5
Archiving	5
<b>Coordination with State &amp; Hospital Personnel and Training</b>	
Hospital and State User	15



Training Approach	
Outreach Approach	15
<b>Project Execution</b>	
Implementation Approach	15
User Acceptance Testing	15
<b>Project Management Competence</b>	
Status Meetings and Reports	10
Work Plan	15
<b>Ongoing Operations</b>	
Hospital Help Desk Support	10
Dedicated Vendor Support for the State	10
Transition Services	10

Information for these scores will be found in but are not limited to:

- Proposal Section IV: Narrative Responses
- Proposal Section III: Responses to Requirements and Deliverables Attachment C-2 – Technical Requirements
- Proposed Work Plan
- References

#### 5.4.3 Scoring of Vendor Company

Vendor Company qualifications will be allocated a maximum score of **100** points. It must be established that the Vendor Company is capable of carrying out the Project through Implementation, the Warranty Period and the maintenance period.

**Table 5.4.3 Vendor Company Scoring Criteria**

Scoring Criteria	Max Points
<b>Vendor Company</b>	<b>100</b>
Time in Business	10
Experience with Product	20
Bench & Support Structure	20
References	30



Litigation / Financial

20

Information for these scores will be found in but are not limited to:

- Proposal Section V: Corporate Qualifications
- References

#### 5.4.4 Scoring of Vendor Staffing Qualifications

Vendor Staff must have the training and experience to support the Vendor Company's plans to implement and support the System. Vendor Company qualifications will be allocated a maximum score of **100** points

**Table 5.4.4 Vendor Staff Qualifications Scoring Criteria**

Scoring Criteria	Max Points
<b>Vendor Staff Qualifications</b>	<b>100</b>
Use of State Staff (Matrix)	40
Staff Experience with Solution and Services	40
Composition of Vendor Team	20

Information for these scores will be found in but are not limited to:

- Proposal Section VI: Qualifications of Key Staff
- Vendor Presentations
- References